

Amendment No. 3 Τo Contract No. NA170000090 For Composting & Chicken Keeping Instructors Between Mary Michelle Hernandez and the City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be February 24, 2021 through February 23, 2022. No options will remain.
- 2.0 The total contract amount is increased by \$4,950.00, each and combined, by this extension period. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term:		
02/24/2017 - 02/23/2019	\$9,900.00	\$9,900.00
Amendment No. 1: Option 1 – Extension		
02/24/2019 – 02/23/2020	\$4,950.00	\$14,850.00
Amendment No. 2: Option 2 – Extension		
02/24/2020 – 02/23/2021	\$4,950.00	\$19,800.00
Amendment No. 3: Options 3 – Extension		
02/24/2021 - 02/23/2022	\$4,950.00	\$24,750.00

- MBE/WBE goals do not apply to this contract. 3.0
- 4.0 By signing this Amendment the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced

contract. Sign/Date:

Michelle

Hernandez

Digitally signed by Michelle Hernandez DN: cn=Michelle Hernandez, o, ou, email=mmhaustin@gmail.com, c=US

Date: 2021.02.01 07:31:09 -06'00'

Mike Zambrano Zambrano Sign/Date:

Digitally signed by Mike

Date: 2021.02.05 09:31:39 -06'00'

chelle Hernandez^{Mike Zambrano}, Jr. Printed Name Contract Management Specialist III

Authorized Representativ

Mary Michelle Hernandez 8500 Bear Creek Drive Austin, Texas 78737 (512) 394-8494 mmhaustin@gmail.com

City of Austin Purchasing Office 124 W. 8th Street, Ste. 310 Austin, Texas 78701



Amendment No. 3 To Contract No. NA170000090 For Composting & Chicken Keeping Instructors Between Neil Kaufman and the City of Austin

- The City hereby exercises this extension option for the subject contract. This extension option will be February 24, 2021 through February 23, 2022. No options will remain.
- The total contract amount is increased by \$4,950.00, each and combined, by this extension period. The total contract 2.0 authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term:		
02/24/2017 - 02/23/2019	\$9,900.00	\$9,900.00
Amendment No. 1: Option 1 – Extension		
02/24/2019 - 02/23/2020	\$4,950.00	\$14,850.00
Amendment No. 2: Option 2 – Extension		
02/24/2020 - 02/23/2021	\$4,950.00	\$19,800.00
Amendment No. 3: Option 3 – Extension		
02/24/2021 - 02/23/2022	\$4,950.00	\$24,750.00

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- All other terms and conditions remain the same. 5.0

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contract.

Sign/Date

eil Printed Name:

Authorized Representative

Neil Kaufman 5202 Basswood Lane Austin, Texas 78723 (512) 223-5605

nkaufman@austin.utexas.edu

Mike Zambrano Date: 2021.02.05 09:34:53 -06'00'

Mike Zambrano, Jr. Contract Management Specialist III

City of Austin Purchasing Office 124 W. 8th Street, Ste. 310 Austin, Texas 78701



Amendment No. 2 To Contract No. NA170000090 For Composting & Chicken Keeping Instructors Between Noelle Esprit Bugaj and the City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be February 24, 2020 through February 23, 2021. One option will remain.
- 2.0 The total contract amount is increased by \$4,950.00, each and combined, by this extension period. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term:		
02/24/2017 - 02/23/2019	\$9,900.00	\$9,900.00
Amendment No. 1: Option 1 – Extension		
02/24/2019 - 02/23/2020	\$4,950.00	\$14,840.00
Amendment No. 2: Option 2 – Extension		
02/24/2020 - 02/23/2021	\$4,950.00	\$19,790.00

- 3.0 MBE/WBE goals do not apply to this contract.
- 4.0 By signing this Amendment the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

Sign/Date: Velle Box

Printed Name: Noelle Bugaj

Authorized Representative

01/02/20

Sign/Date:

Mike Zambrano, Jr.

Contract Management Specialist III

Noelle Exprit Bugaj 6110 Idlewood Cove Austin, Texas 78745 (510) 333-4609

noellebugaj@gmail.com

City of Austin Purchasing Office 124 W. 8th Street, Ste. 310

Austin, Texas 78701



Amendment No. 2 To Contract No. NA170000090 For Composting & Chicken Keeping Instructors Between Mary Michelle Hernandez and the City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be February 24, 2020 through February 23, 2021. One option will remain.
- 2.0 The total contract amount is increased by \$4,950.00, each and combined, by this extension period. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term: 02/24/2017 – 02/23/2019	\$9,900.00	\$9,900.00
Amendment No. 1: Option 1 – Extension 02/24/2019 – 02/23/2020	\$4,950.00	\$14,840.00
Amendment No. 2: Option 2 – Extension 02/24/2020 – 02/23/2021	\$4,950.00	\$19,790.00

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- All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby in contract.	
Sign/Date: Muhalle Hernander	Sign/Date: 1-31-2020
Printed Name: May Michelle Hemardur Authorized Representative	Mike Zambrano, Jr. Contract Management Specialist III

City of Austin

Purchasing Office

124 W. 8th Street, Ste. 310 Austin, Texas 78701

Mary Michelle Hernandez 8500 Bear Creek Drive Austin, Texas 78737 (512) 394-8494

mmhaustin@gmail.com



Amendment No. 1
to
Contract No. NA170000090
for
Composting & Chicken Keeping Instructors
between
Noelle Esprit Bugaj
and the
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be February 24, 2019, through February 23, 2020. Two options will remain.
- 2.0 The total contract amount is increased by \$4,950.00 by this extension period, "each and combined". The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term:		
02/24/2017 - 02/23/2019	\$9,900.00	\$9,900.00
Amendment No. 1: Option 1 – Extension 02/24/2019 – 02/23/2020	\$4,950.00	\$14,840.00

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- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

Sign/Date: Nulle Bury 1/8/19

Printed Name: Noelle Bugaj
Authorized Representative

Noelle Esprit Bugaj 6110 Idlewood Cove Austin, Texas 78745 (510) 333-4609 noellebugaj@gmail.com Sign/Date:

Mike Zambrano, Jr.
Contract Management Specialist III

City of Austin Purchasing Office 124 W. 8th Street, Ste. 310 Austin, Texas 78701



Amendment No. 1 Contract No. NA170000090 Composting & Chicken Keeping Instructors between Mary Michelle Hernandez and the City of Austin

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- All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract

Sign/Date:

Printed Name:

Authorized Representative

Mary Michelle Hernandez 8500 Bear Creek Drive Austin, Texas 78737 (512) 394-8494

Mike Zambrano, Jr.

Contract Management Specialist III

City of Austin **Purchasing Office** 124 W. 8th Street, Ste. 310 Austin, Texas 78701



Amendment No. 1
to
Contract No. NA170000090
for
Composting & Chicken Keeping Instructors
between
Neil Kaufman
and the
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be February 24, 2019, through February 23, 2020. Two options will remain.
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- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

6/2019 Sign/Date:

Sign/Date:

Printed Name:

Authorized Representative

Neil Kaufman 5202 Basswood Lane Austin, Texas 78723 (512) 223-5605

nkaufman@austin.utexas.edu

Mike Zambrano, Jr.

Contract Management Specialist III

City of Austin
Purchasing Office

124 W. 8th Street, Ste. 310

Austin, Texas 78701

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10991763 AUSTIN MITTHE SHOWS LLC		Yes	Ernoll Ernol			11909 Sillium Careb Drive	Sealth SHES	Lesoder			78.751	Poulo Lango Michael Form	313-472-4483 512-986-6182	plange@autitori arg inte@autivreptdeshore.com	
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12300 BIKE AUSTIN COUCATION FUND 22394 BILLINGUAL BASICS	MAUSE FELISIA TAYLOR	Yes	Imali	1.	W/W	1500 Brazon Servet 1503 Displaying RD	Saarto 100	AUSTIN	Trave			Mercedes Feets	5127739775	ed@bileossite.org	
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HOUSE TES CULTURAL SPRATEGIES INC.	CUCPURAL SYNATERINGS MM	DO Yes	(mol)		7779	2300 Bee Cove Rd.	serestile	Austin	Frenke	TH 3	PE746	Sebsetten Pearls	\$42.600,4972 BL3-000-4973	agurenie (freiture) streteglig, gave	2/54/2010 3/04/0
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DOGJESST EQ CONQUEENTS GROUP		Yes	Email		B Y/10	PD 9m 5986		Auden	Traum.			Eleabeth Chilosophia	512-617-8468	elicabeth quirta rilla @grasii cura	7/24/2013 17/04/3
00918147 FLATRONS SOLUTIONS INC 00005883 FRANKWCING COMMUNITY DE	THE PROPERTY COMPANIES INC.	Yes	bom2		9 Y/N	6100 La Calma Drive 701 (Mery Street	Suster 5-10 Suster A-79, Box 15	Auston	Travis		78752 78762	David Gestimen	512 579-4955 512 685 3500 512 885 (54)	devid geogram@flattrumaschalters.com	
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COPILIZADO ENGLOCOUT DEVELOPMENT LLC		Yes	fmell Email		B ALM	108195 River Frant Phays'ids 921 W. Anderson Lang, Salte 207		South Inches AUSZEN	Trava			April Katter Valerie Hooper	EDI 770-0176 8013514135 313 333 9355 5125127634	valorius@todonetex.co.nes	
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BODISES SETTREY HAVE CARD PARKE	1919 PAME	Yes	Email		O Y/N	4503 Hank Ave		Austin		TX	18745	Jeff Falme	511-097-9477	Jelf fs paine@gmail.com	
INDOPES INDOCCINE SOLUTIONS, ILC.	SWEET VEHILLS DELEGHTS	Yes	Emed		8 Y/N	833-4 Brazon Street #63 1005 Bunister Lanc, #1416		Aunton	Traves		78701 78704	Jennio Chal Astiro Phresovenson	9177440746 512-442-6083	Jerosky, choid@Jeulocore.com ehr Rosem@ouster.et enum	3/36/2014 (2/34/5
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OCIO2194 KELSEY RANDEL		Ves	Semil		0 Y/94	3836 LISERTY PARK DR #30		AUSTIN		Dt	78745	KELSIY MANDLE	512-250-7211		
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200037206 SHEELA KIRK WALSH		Yes	Ernad		e Y/H	6201 Brankside Detre		Austin		TH	78723	Sheda Kirk Walsh	917-710-4564	skir breedsh@gracil.com	
MURCESON SPACE SOUND WORLDWICH MENTED STACEY KATHERINE NEWTON		Yes	Email Email		g Y/H	4006 1/2 Ave 8 1421 Elleh St.		Austr	Teavis Teavis		78755 78745	Space Squid Staces Eathering Newton	512-450-4437 4133286534 512-630-5400	equicity@spectsquid.com referent@grack.com	
DODSIANES STACIL PARRER	INFINITY TRAINING & DEVELOPMENT SOLUTION	Yes. Hi Yes.	Email Email		0 Y/N	7630 Wasni Hollow Drive	243	Austen	Travis	TH	78731	Stack & Perkey	8134182925	infinity to photograduttores@palents.com	
ROMMET BLACK MENTERS STEELSOOD		Yes	Imail		0 Y/M	4529 Avenue B		Austra		178	78751	Stephens Counce	512 922 2049	de-p4d@gmoil.com	
THASAN HYSON WIFFTE BESSED		Yes	[mail		8 Y/N	1610 Last Creek		Lan Autooin		TX	78247	Sieven Rasatty	210-109-4601	th0147@hotraal.com	

RFQ: City of Austin Compost Instructors

Noelle Esprit Buga: 6110 Idlewood Cove, Austin, TX 78745 510-333-4609

noellebugaj@gmail.com Vendor #: V00000932195

Contractor Qualifications & Requirements	As a current vendor for the City of Austin I have instructed compost classes in a variety of setting and locations throughout the Austin are over the last two years. In addition to my experience as a vendor for the City of Austin, I have also conducted commercial compost
	program trainings at businesses throughout the greater Austin area for the past two years. I have provided instruction to individuals from small Montessori schools and restaurants, to large corporate offices and major chains. Prior to my work in the sustainability industry I was the an ABA Therapist working with families and children with Autism for three years and the Director of a child-development franchise where I instructed parents and students in gymnastics, dance, and sports skills classes as well as trained all other employees on how to instruct classes. I am comfortable with instructing a diverse group of people and audiences ranging from one person to 100+. I have enjoyed my work as a City of Austin vendor and look forward to the opportunity of continuing to share my passion for sustainability and expanding on the City of Austin's Zero Waste efforts moving forward.
	Though I am not personally fluent in Spanish, I do have some basic Spanish language skills and have been able to conduct numerous trainings on commercial compost programs with the assistance of an individual on site willing to act as translator. If a class is requested in Spanish I would be happy to work with the site and anyone requesting the class to ensure it was taught in a clear, easy to translate manner in order to reach diverse audiences.
	I have a valid Texas ID.
Classes Taught By Request	I am willing and able to comply with all requirements laid out under section 4.1
City Predetermined Scheduled Classes	I am willing and able to comply with all requirements laid out under section 4.2

Chicken Keeping Classes	I am willing and able to comply with all requirements made by the City
	Of Austin in instructing the Chicken Keeping Pilot Classes.

Class Type	Quote for Service		
Class By Request- Compost	\$85.00		
City Predetermined Scheduled Classes- Compost	\$75.00		
City Predetermined Scheduled Classes- Chicken Keeping	\$75.00		
Class By Request- Chicken Keeping	\$85.00		

City of Austin, Texas NON-DISCRIMINATION AND NON-RETALIATION CERTIFICATION

City of Austin, Texas
Equal Employment/Fair Housing Office

To: City of Austin, Texas,

I hereby certify that our firm complies with the Code of the City of Austin, Section 5-4-2 as reiterated below, and agrees:

- (1) Not to engage in any discriminatory employment practice defined in this chapter.
- (2) To take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without discrimination being practiced against them as defined in this chapter, including affirmative action relative to employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training or any other terms, conditions or privileges of employment.
- (3) To post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Equal Employment/Fair Housing Office setting forth the provisions of this chapter.
- (4) To state in all solicitations or advertisements for employees placed by or on behalf of the Contractor, that all qualified applicants will receive consideration for employment without regard to race, creed, color, religion, national origin, sexual orientation, gender identity, disability, sex or age.
- (5) To obtain a written statement from any labor union or labor organization furnishing labor or service to Contractors in which said union or organization has agreed not to engage in any discriminatory employment practices as defined in this chapter and to take affirmative action to implement policies and provisions of this chapter.
- (6) To cooperate fully with City and the Equal Employment/Fair Housing Office in connection with any investigation or conciliation effort of the Equal Employment/Fair Housing Office to ensure that the purpose of the provisions against discriminatory employment practices are being carried out.
- (7) To require of all subcontractors having 15 or more employees who hold any subcontract providing for the expenditure of \$2,000 or more in connection with any contract with the City subject to the terms of this chapter that they do not engage in any discriminatory employment practice as defined in this chapter

For the purposes of this Offer and any resulting Contract, Contractor adopts the provisions of the City's Minimum Standard Non-Discrimination and Non-Retaliation Policy set forth below.

City of Austin Minimum Standard Non-Discrimination and Non-Retaliation in Employment Policy

As an Equal Employment Opportunity (EEO) employer, the Contractor will conduct its personnel activities in accordance with established federal, state and local EEO laws and regulations.

The Contractor will not discriminate against any applicant or employee based on race, creed, color, national origin, sex, age, religion, veteran status, gender identity, disability, or sexual orientation. This policy covers all aspects of employment, including hiring, placement, upgrading, transfer, demotion, recruitment, recruitment advertising, selection for training and apprenticeship, rates of pay or other forms of compensation, and layoff or termination.

Section 0800, Non-Discrimination and Non-Retaliation Certification 1

Revised 12/27/2016

The Contractor agrees to prohibit retaliation, discharge or otherwise discrimination against any employee or applicant for employment who has inquired about, discussed or disclosed their compensation.

Further, employees who experience discrimination, sexual harassment, or another form of harassment should immediately report it to their supervisor. If this is not a suitable avenue for addressing their compliant, employees are advised to contact another member of management or their human resources representative. No employee shall be discriminated against, harassed, intimidated, nor suffer any reprisal as a result of reporting a violation of this policy. Furthermore, any employee, supervisor, or manager who becomes aware of any such discrimination or harassment should immediately report it to executive management or the human resources office to ensure that such conduct does not continue.

Contractor agrees that to the extent of any inconsistency, omission, or conflict with its current non-discrimination and non-retaliation employment policy, the Contractor has expressly adopted the provisions of the City's Minimum Non-Discrimination Policy contained in Section 5-4-2 of the City Code and set forth above, as the Contractor's Non-Discrimination Policy or as an amendment to such Policy and such provisions are intended to not only supplement the Contractor's policy, but will also supersede the Contractor's policy to the extent of any conflict.

UPON CONTRACT AWARD, THE CONTRACTOR SHALL PROVIDE THE CITY A COPY OF THE CONTRACTOR'S NON-DISCRIMINATION AND NON-RETALIATION POLICIES ON COMPANY LETTERHEAD, WHICH CONFORMS IN FORM, SCOPE, AND CONTENT TO THE CITY'S MINIMUM NON-DISCRIMINATION AND NON-RETALIATION POLICIES, AS SET FORTH HEREIN, **OR** THIS NON-DISCRIMINATION AND NON-RETALIATION POLICY, WHICH HAS BEEN ADOPTED BY THE CONTRACTOR FOR ALL PURPOSES WILL BE CONSIDERED THE CONTRACTOR'S NON-DISCRIMINATION AND NON-RETALIATION POLICY WITHOUT THE REQUIREMENT OF A SEPARATE SUBMITTAL

Sanctions:

Our firm understands that non-compliance with Chapter 5-4 and the City's Non-Retaliation Policy may result in sanctions, including termination of the contract and suspension or debarment from participation in future City contracts until deemed compliant with the requirements of Chapter 5-4 and the Non-Retaliation Policy.

Term:

The Contractor agrees that this Section 0800 Non-Discrimination and Non-Retaliation Certificate of the Contractor's separate conforming policy, which the Contractor has executed and filed with the City, will remain in force and effect for one year from the date of filling. The Contractor further agrees that, in consideration of the receipt of continued Contract payment, the Contractor's Non-Discrimination and Non-Retaliation Policy will automatically renew from year-to-year for the term of the underlying Contract.

Dated this 15th day of February, 2017

CONTRACTOR
Authorized
Signature

Title

Noelle Biray Malle In Owner lindependent rathe la

City of Austin, Texas NON-SUSPENSION OR DEBARMENT CERTIFICATION

SOLICITATION NO.	

The City of Austin is prohibited from contracting with or making prime or sub-awards to parties that are suspended or debarred or whose principals are suspended or debarred from Federal, State, or City of Austin Contracts. Covered transactions include procurement contracts for goods or services equal to or in excess of \$25,000.00 and all non-procurement transactions. This certification is required for all Vendors on all City of Austin Contracts to be awarded and all contract extensions with values equal to or in excess of \$25,000.00 or more and all non-procurement transactions.

The Offeror hereby certifies that its firm and its principals are not currently suspended or debarred from bidding on any Federal, State, or City of Austin Contracts.

Contractor's Name:	Noeth Bugaj		
Signature of Officer or Authorized Representative:	neelle me	Date:	1/18/17
Printed Name:	Nuelle Bugaj		
Title:	Owner Self · Employed		

City of Au	stin, Texas
NONRESIDENT BID	DER PROVISIONS
SOLICITATION NO.	

Bidder must answer the following questions in accordance with Vernon's Texas Statutes and Codes Annotated Government Code 2252.002, as amended:

Is the Bidder that is making and submitting this Bid a "Resident Bidder" or a "Non-resident Bidder"?



Texas Resident Bidder - A Bidder whose principal place of business is in Texas and includes a Contractor whose ultimate parent company or majority owner has its principal place of business in Texas.

Non-resident Bidder

Bidder's Name:	Noelle Bugaj		
Signature of Officer or Authorized Representative:	null m	Date:	V17/16
Printed Name:	Noelle Bugaj		
Title:	Owner I self-Employed		

QUOTE SHEET CITY OF AUSTIN

SOLICITATION NAME: COMPOST TRAINING SERVICES

Special Instructions: Be advised that exceptions taken to any portion of the solicitations may jeopardize acceptance of the quote. NOTE: If bidder accepts 2.0, DO NOT FILL IN 3.0

ITEM NO.	DESCRIPTION	DESCRIPTION ESTIMATED QUANTITY UNIT UNIT		UNIT PRICE	EXTENDED PRICE
1.0	Compost Training Class by Request in accordance with attached Specification	Request in accordance with attached		\$ 75	\$
2.0	Compost Training Regular Scheduled Class in accordance with attached Specification and attached schedule, Home Composting Rebate Classes, as required at a rate Not To Exceed \$75.00 per class.			eed amount of \$75 NOTE: if accepted	
3.0	Compost Training Regular Scheduled Class in accordance with attached Specification and attached schedule.	NO, the \$7	5 rate is	not Accepted; Pro	vide rate in 3.0
5.0	Compost Training Regular Scheduled Class in accordance with attached Specification and attached schedule.	Rate for Regu Scheduled Clas		\$ 75	\$
4.0	Chicken Keeping Class		*	75 TOTAL	\$

COMPANY NAME: Neil Ka-fman
SIGNATURE OF AUTHORIZED REPRESENTATIVE:
PRINTED NAME: Neil Ka-fman
EMAIL ADDRESS: NKanting C austin where old

City of Austin, Texas NON-DISCRIMINATION AND NON-RETALIATION CERTIFICATION

City of Austin, Texas
Equal Employment/Fair Housing Office

To: City of Austin, Texas,

I hereby certify that our firm complies with the Code of the City of Austin, Section 5-4-2 as reiterated below, and agrees:

- (1) Not to engage in any discriminatory employment practice defined in this chapter.
- (2) To take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without discrimination being practiced against them as defined in this chapter, including affirmative action relative to employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training or any other terms, conditions or privileges of employment.
- (3) To post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Equal Employment/Fair Housing Office setting forth the provisions of this chapter.
- (4) To state in all solicitations or advertisements for employees placed by or on behalf of the Contractor, that all qualified applicants will receive consideration for employment without regard to race, creed, color, religion, national origin, sexual orientation, gender identity, disability, sex or age.
- (5) To obtain a written statement from any labor union or labor organization furnishing labor or service to Contractors in which said union or organization has agreed not to engage in any discriminatory employment practices as defined in this chapter and to take affirmative action to implement policies and provisions of this chapter.
- (6) To cooperate fully with City and the Equal Employment/Fair Housing Office in connection with any investigation or conciliation effort of the Equal Employment/Fair Housing Office to ensure that the purpose of the provisions against discriminatory employment practices are being carried out.
- (7) To require of all subcontractors having 15 or more employees who hold any subcontract providing for the expenditure of \$2,000 or more in connection with any contract with the City subject to the terms of this chapter that they do not engage in any discriminatory employment practice as defined in this chapter

For the purposes of this Offer and any resulting Contract, Contractor adopts the provisions of the City's Minimum Standard Non-Discrimination and Non-Retaliation Policy set forth below.

City of Austin Minimum Standard Non-Discrimination and Non-Retaliation in Employment Policy

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The Contractor agrees to prohibit retaliation, discharge or otherwise discrimination against any employee or applicant for employment who has inquired about, discussed or disclosed their compensation.

Further, employees who experience discrimination, sexual harassment, or another form of harassment should immediately report it to their supervisor. If this is not a suitable avenue for addressing their compliant, employees are advised to contact another member of management or their human resources representative. No employee shall be discriminated against, harassed, intimidated, nor suffer any reprisal as a result of reporting a violation of this policy. Furthermore, any employee, supervisor, or manager who becomes aware of any such discrimination or harassment should immediately report it to executive management or the human resources office to ensure that such conduct does not continue.

Contractor agrees that to the extent of any inconsistency, omission, or conflict with its current non-discrimination and non-retaliation employment policy, the Contractor has expressly adopted the provisions of the City's Minimum Non-Discrimination Policy contained in Section 5-4-2 of the City Code and set forth above, as the Contractor's Non-Discrimination Policy or as an amendment to such Policy and such provisions are intended to not only supplement the Contractor's policy, but will also supersede the Contractor's policy to the extent of any conflict.

UPON CONTRACT AWARD, THE CONTRACTOR SHALL PROVIDE THE CITY A COPY OF THE CONTRACTOR'S NON-DISCRIMINATION AND NON-RETALIATION POLICIES ON COMPANY LETTERHEAD, WHICH CONFORMS IN FORM, SCOPE, AND CONTENT TO THE CITY'S MINIMUM NON-DISCRIMINATION AND NON-RETALIATION POLICIES, AS SET FORTH HEREIN, OR THIS NON-DISCRIMINATION AND NON-RETALIATION POLICY, WHICH HAS BEEN ADOPTED BY THE CONTRACTOR FOR ALL PURPOSES WILL BE CONSIDERED THE CONTRACTOR'S NON-DISCRIMINATION AND NON-RETALIATION POLICY WITHOUT THE REQUIREMENT OF A SEPARATE SUBMITTAL

Sanctions:

Our firm understands that non-compliance with Chapter 5-4 and the City's Non-Retaliation Policy may result in sanctions, including termination of the contract and suspension or debarment from participation in future City contracts until deemed compliant with the requirements of Chapter 5-4 and the Non-Retaliation Policy.

Term:

The Contractor agrees that this Section 0800 Non-Discrimination and Non-Retaliation Certificate of the Contractor's separate conforming policy, which the Contractor has executed and filed with the City, will remain in force and effect for one year from the date of filling. The Contractor further agrees that, in consideration of the receipt of continued Contract payment, the Contractor's Non-Discrimination and Non-Retaliation Policy will automatically renew from year-to-year for the term of the underlying Contract.

Dated this _	8	day ofF	February & . Ze	917
			CONTRACTOR Authorized Signature	Neil Kanfman Nillad
			Title	

City of Austin, Texas NON-SUSPENSION OR DEBARMENT CERTIFICATION

SOLICITATION NO.		
SOLICITATION NO.		

The City of Austin is prohibited from contracting with or making prime or sub-awards to parties that are suspended or debarred or whose principals are suspended or debarred from Federal, State, or City of Austin Contracts. Covered transactions include procurement contracts for goods or services equal to or in excess of \$25,000.00 and all non-procurement transactions. This certification is required for all Vendors on all City of Austin Contracts to be awarded and all contract extensions with values equal to or in excess of \$25,000.00 or more and all non-procurement transactions.

The Offeror hereby certifies that its firm and its principals are not currently suspended or debarred from bidding on any Federal, State, or City of Austin Contracts.

Contractor's Name:	Neil Kanfman		
Signature of Officer or Authorized Representative:	NIKA	Date:	1/18/2017
Printed Name:	Neil Kaufman		
Title:			

Company Name: Neil Kaufman	
Company Address: 6202 Bass wood LN	
City, State, Zip: Asth, TX, 78723	
Federal Tax ID No.	
Printed Name of Officer or Authorized Representative:	
Title:	
Signature of Officer or Authorized Representative:	-
Date: 1/18/2017	
Email Address: NKarfman Q austin, vtexes, edu	
Phone Number: 210-995-8493	

* Completed Quote Sheet, section 0600 must be submitted with this Offer sheet to be considered for award

Michelle Hernandez 8500 Bear Creek Dr. Austin, TX 78737 512-394-8494 mmhaustin@gmail.com

January 18, 2017

Ms. Gutierrez
Contract Compliance Specialist Senior
Austin Resource Recovery
P.O. Box 1088
Austin, TX 78767

Dear Ms. Gutierrez:

I am writing in response to the RFQ for Composting Instructors.

Qualifications

- 9 years instructing in sustainability topics, including backyard chicken keeping, composting, and zero waste strategies. I instruct through formal and informal classes and workshops. I provide visuals through PowerPoint or posters, written materials, such as checklists or worksheets, and opportunities for hands on learning, through my instruction methods. I have taught anywhere from 10 to over 100 people in my classes. I have also had numerous speaking engagements which have offered an opportunity for providing education, including:
 - a. Founder and presenter at the annual Funky Chicken Coop Tour
 - b. Panelist at Zero Waste Food Forum, sponsored by Austin Resource Recovery
 - c. Mentor at SxSW Eco
 - d. Presenter on chicken keeping at SxSW Interactive
 - e. Presenter for Mensa Regional Conference on Urban Poultry Husbandry
 - f. Speaker at Texas Renewable Energy Roundup and Green Living Fair
 - g. Numerous engagements presenting classes to 10-50 people on chicken keeping and composting through the Austin and Central Texas Backyard Poultry Meetup.
- Through volunteer opportunities with Green Corn Project and the Sustainable Food Center, I
 have had the opportunity to instruct people with diverse backgrounds on growing food,
 composting, and raising chickens. This includes instruction through lecture and hands-on
 activities.
- 3. I have some Spanish-speaking abilities. I have the ability to ensure my speaking and comprehension for the topics of the RFQ are up to speed through multiple options, including attending composting classes taught in Spanish and also practice with bilingual friends and family members on key topics.

- 4. I have a valid Texas Driver's license.
- 5. I am submitting this RFQ response for myself as sole proprietor. I am requesting a waiver on insurance.

My rates for teaching classes are listed in the table below.

Class Description	Rate for class
Backyard Chicken Keeping, Regularly Scheduled	\$75
Backyard Chicken Keeping, Scheduled by Request	\$100
Backyard Composting, Regularly Scheduled	\$75
Backyard Composting, Scheduled by Request	\$100

If you have any questions, please do not hesitate to contact me at 512-394-8494 or email me at mmhaustin@gmail.com.

Sincerely,

Michelle Hernandez

Enclosure

City of Austin, Texas NON-DISCRIMINATION AND NON-RETALIATION CERTIFICATION

City of Austin, Texas Equal Employment/Fair Housing Office

To. City of Austin, Texas,

I hereby certify that our firm complies with the Code of the City of Austin. Section 5-4-7 as reviewed to over and agrees:

- (1) Not to engage in any discriminatory employment practice defined in this chapter
- (2) To take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without discrimination being practiced against from as defead in this chapter. including affirmative action relative to employment, promotion, describes or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training or any other terms, conditions or provinces of employment.
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Section 0800, Non-Discrimination and Non-Retaliation Certification 1

Revised \$2/27/2015

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Further, employees who experience descrimination, sexual harassment, or another form of hurassment should immediately report it to their supervisor; if this is not a suitable evenue for addressing their compitant, employees are advised to contact another member of management or their human resources representative, amployees are advised to establishment against, harassed, intendiated, nor suffer any reprisal as a result of No employee shall be discriminated against, harassed, intendiated, nor suffer any reprisal as a result of or any solicition of this policy. Furthermore, any employee, supervisor, or manager who becomes aware reprinting a violation of this policy. Furthermore, any employee, supervisor, or manager who becomes aware of any such descrimination or harassment should immediately report it to executive management or the human resources office to ensure that such conduct does not continue.

Contractor agrees that to the extent of any inconsistency, omission, or conflict with its current non-discrimination and non-retailation employment policy, the Contractor has expressly adopted the provisions of the City's Minimum Non-Discrimination Policy contained in Section 5-4-2 of the City Code and set forth above, as the Contractor's Non-Discrimination Policy or as an amendment to such Policy and such provisions are intended to not only supplement the Contractor's policy, but will also suppressed the Contractor's policy to the extent of any conflict.

UPON CONTRACT AWARD, THE CONTRACTOR SHALL PROVIDE THE CITY A COPY OF THE CONTRACTOR'S NON-DISCRIMINATION AND NON-RETALIATION POLICIES ON COMPANY LETTERHEAD, WHICH CONFORMS IN FORM, SCOPE, AND CONTENT TO, THE CITY'S MINIMUM NON-DISCRIMINATION AND NON-RETALIATION POLICIES, AS SET FORTH HEREIN, OR THIS NON-DISCRIMINATION AND NON-RETALIATION POLICY, WHICH HAS BEEN ADOPTED BY THE CONTRACTOR FOR ALL PURPOSES WILL BE CONSIDERED THE CONTRACTOR'S NON-DISCRIMINATION AND NON-RETALIATION POLICY WITHOUT THE REQUIREMENT OF A SEPARATE SUBMITTAL

Sanctions:

Our firm understands that non-compliance with Chapter 5-4 and the City's Non-Retallation Policy may result in senctions, including termination of the contract and suspension or debarment from participation in future City contracts until deemed compliant with the requirements of Chapter 5-4 and the Non-Retallation Policy.

Term

The Contractor agrees that this Section 0800 Non-Discrimination and Non-Retailation Certificate of the Contractor's separate conforming policy, which the Contractor has executed and filed with the City, will remain in force and effect for one year from the date of filling. The Contractor further agrees that, in consideration of the receipt of continued Contract payment, the Contractor's Non-Discrimination and Non-Retailation Policy will automatically renew from year-to-year for the term of the underlying Contract.

CONTRACTO	DR Mahelle Hemmin
Authorized Signature	11 ()
Title	INDERPORT CAUSE

Revised 12/27/2016

City of Austin, Texas NON-SUSPENSION OR DEBARMENT CERTIFICATION

SOLICITATION NO.	5/13	
	1.7	

The City of Austin is prohibited from contracting with or making prime or sub-awards to parties that are suspended or debarred or whose principals are suspended or debarred from Federal, State, or City of Austin Contracts. Covered transactions include procurement contracts for goods or services equal to or in excess of \$25,000.00 and all non-procurement transactions. This certification is required for all Vendors on all City of Austin Contracts to be awarded and all contract extensions with values equal to or in excess of \$25,000.00 or more and all non-procurement transactions.

The Offeror hereby certifies that its firm and its principals are not currently suspended or debarred from bidding on any Federal, State, or City of Austin Contracts.

Contractor's Name:	Michelle Hernandez		
Signature of Officer or Authorized Representative:	Minu (>	Date:	1/18/2017
Printed Name:	Michelle Hernandez		
Title:	Sole Proprietor		

City of Austin, Texas NONRESIDENT BIDDER PROVISIONS

SOLICITATION NO. WIA-

A. Bidder must answer the following questions in accordance with Vernon's Texas Statutes and Codes Annotated Government Code 2252.002, as amended:

Is the Bidder that is making and submitting this Bid a "Resident Bidder" or a "Non-resident Bidder"?

- Texas Resident Bidder A Bidder whose principal place of business is in Texas and includes a Contractor whose ultimate parent company or majority owner has its principal place of business in Texas.
- C Non-resident Bidder

Bidder's Name:	Michelle Hernandez		
Signature of Officer or Authorized Representative:	Machi /2	Date:	1/18/2017
Printed Name:	Michelle Hernandez		
Title:	Sole Proprietor		

Workers' Compensation Insurance Requirement/Sole Proprietor Statement

Name: Michile Herrandez

Title Instructor

Ref Composting & Chicken Keeping Training services

This statement is being submitted in lieu of a certificate of insurance for the workers' compensation insurance coverage required by the City of Austin. I am a sole proprietor with no employees. This project, (name and number of project) to be completed for the City of Austin will be completed by myself without employees or subcontracted assistance.

I understand that if I hire anyone as an employee I will purchase Workers' Compensation Insurance coverage immediately for the required limits and provide a certificate of insurance indicating this coverage to the Gity of Austin. If I enter into an agreement or contract for this project with an independent contractor, subcontractor, or consultant, I will provide the City of Austin with the required proof of insurance for Workers' Compensation for each independent centractor, subcentractor and/or consultant. I understand that Workers' Compensation is required of all independent contractors, subcontractors and/or consultants regardless of the structure of their firm.

Signature of Contractor/Vendor



INSURANCE WAIVER REQUEST

Date	January 27, 2017	
Department	Austin Resource Recovery	
RQS/RQM Number	N/A	
Contractor/Vendor	Michelle Hernandez	
Description of Services	Training Services	
Buyer	Jo Gutierrez, Contract Compliance Spc. Snr.	
Insurance to be waived General Liability Auto Liability Worker's Compens Other Reason for request: Independent Contractor, re		
I hereby waive those insurance requirements shown for the above-mentioned contract. $\frac{2}{7}$		
Signature of Interim Direct Sam Angoori, Interim Direct	or Date	

Attachments:

- City of Austin Insurance Requirements
 RFQ

Workers' Compensation Insurance Requirement/Sole Proprietor Statement

Name: VEIL Kauthan

Title: Instructor

Ref: Composting & Chicken Keeping Training services

This statement is being submitted in lieu of a certificate of insurance for the workers' compensation insurance coverage required by the City of Austin. I am a sole proprietor with no employees. This project, (name and number of project) to be completed for the City of Austin will be completed by myself without employees or subcontracted assistance.

I understand that if I hire anyone as an employee I will purchase Workers' Compensation Insurance coverage immediately for the required limits and provide a certificate of insurance indicating this coverage to the City of Austin. If I enter into an agreement or contract for this project with an independent contractor, subcontractor, or consultant, I will provide the City of Austin with the required proof of insurance for Workers' Compensation for each independent contractor, subcontractor and/or consultant. I understand that Workers' Compensation is required of all independent contractors, subcontractors and/or consultants regardless of the structure of their firm.

Signature of Contractor/Vendor

Date



INSURANCE WAIVER REQUEST

Date	January 27, 2017
Department	Austin Resource Recovery
RQS/RQM Number	N/A
Contractor/Vendor	Neil Kaufman
Description of Services	Training Services
Buyer	Jo Gutierrez, Contract Compliance Spc. Snr.
Insurance to be waived General Liability Auto Liability Worker's Compens Other Reason for request: Independent Contractor, 1	
I hereby waive those insu	rance requirements shown for the above-mentioned contract.
Signature of Interim Direct Sam Angoori, Interim Direct	

Attachments:

- City of Austin Insurance Requirements
 RFQ

Workers' Compensation Insurance Requirement/Sole Proprietor Statement

Name: Noelle Bugaj

Title: Instructor

Ref: Composting & Chicken Keeping Training services

This statement is being submitted in lieu of a certificate of insurance for the workers' compensation insurance coverage required by the City of Austin. I am a sole proprietor with no employees. This project, (name and number of project) to be completed for the City of Austin will be completed by myself without employees or subcontracted assistance.

I understand that if I hire anyone as an employee I will purchase Workers' Compensation Insurance coverage immediately for the required limits and provide a certificate of insurance indicating this coverage to the City of Austin. If I enter into an agreement or contract for this project with an independent contractor, subcontractor, or consultant, I will provide the City of Austin with the required proof of insurance for Workers' Compensation for each independent contractor, subcontractor and/or consultant. I understand that Workers' Compensation is required of all independent contractors, subcontractors and/or consultants regardless of the structure of their firm.

Mcelle Two
Signature of Contractor/Vendor



INSURANCE WAIVER REQUEST

Date	January 31, 2017	
Department	Austin Resource Recovery	
RQS/RQM Number	N/A	
Contractor/Vendor	Noelle Bugaj	
Description of Services	Training Services	
Buyer	Jo Gutierrez, Contract Compliance Spc. Snr.	
Insurance to be waived General Liability X Auto Liability □ Worker's Compensation NA Other □ Reason for request: Independent Contractor, requested waiver.		
I hereby waive those insurance requirements shown for the above-mentioned contract.		
Signature of Interim Director Date		
Sam Angoori, Interim Dire	CIOI	

Attachments:

- City of Austin Insurance Requirements
 RFQ